

**Hillsborough NH Water and Sewer Commissioners
January 20, 2015 Meeting Minutes**

The meeting was called to order at 6:00 pm

Present: Commissioners Douglas Parker, Peter Mellen and Herm Wiegelman; and, Penny Griffin, Administrator.

6:05 pm Andrew Madison of Granite State Rural Water arrived at the meeting.

Mr. Madison presented the Commissioners with the final draft of his source protection report of Loon Pond. The report was reviewed and discussed. Andrew advised the Commissioners that the cost of the signs for Loon Pond area is too little to submit for grant money but stated that he has some funds left from his program that he will be able to use. Commissioner Wiegelman asked if they are going to be metal signs. Andrew confirmed that they will be metal. Details of the proposed signs were discussed. Commissioner Mellen asked if a permit would need to be obtained to install the signs. Mr. Madison will check with NHDOT regarding this question and get back to the Commissioners. Proposed letters to Loon Pond residents were reviewed. Commissioner Parker suggested putting the rules and regulations in the Angler book if it still is being published. All agreed. Andrew will research it and get back to the Commissioners.

6:30 pm Dave Edson of Hoyle, Tanner and Associates arrived at the meeting.

Commissioner Mellen asked Andrew if there are any conservation grants available to purchase property around Loon Pond to protect the drinking water source. Mr. Madison stated that it is a possibility but they will need to wait and see what areas are going to be defined as priority areas for 2015 and that should be released by NHDES in the spring. Andrew will attend the February 12 meeting to update the Commissioners of information he has obtained.

6:45 pm Andrew Madison left the meeting and Joe Damour of Water Systems Operator arrived at the meeting.

Dave Edson updated the Commissioners of the status of the UV project at the water plant. He stated that all outstanding items have been resolved except the issue of the UV system not being hooked up to the generator. A discussion was held regarding how this important step was overlooked. Dave stated that Hoyle, Tanner and Associates, along with Atlantium, are currently looking at options on how best to fix the issue and verifying that the existing generator can handle the addition of the UV system. He will email the Commissioners with updates.

The proposed Butler Street sewer replacement project was discussed. All agreed to put the project out to bid in late February with a bid opening date of March 12.

7:45 pm Dave Edson left the meeting.

Joe Damour advised the Commissioners that he had repaired a water main break on Henniker Street today. He also advised the Commissioners that the water plant appears to be running correctly since the issues were corrected.

8 pm Joe Damour left the meeting.

The Commissioners reviewed and approved past meeting minutes, time cards, and AP vouchers.

The Commissioner completed final review of 2015 budgets and approved them for submitting to the Town office for the budget hearing.

The Commissioners noted that the 2015 budget hearing is scheduled for February 12 at 7 pm. They agreed to hold their regularly scheduled meeting from 6 pm to 6:45 pm and then attend the budget hearing.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Mellen seconded the motion. All voted in favor.

Meeting was adjourned at 8:45 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes Approved by: Date:

Douglas Parker, Chairman

Peter Mellen

Herm Wiegelman
Water and Sewer Commissioners
Town of Hillsborough